

**TRANSPORTATION ASSET MANAGEMENT COUNCIL
DATA COMMITTEE**
March 28, 2018 at 1:00 p.m.
MDOT Aeronautics Building, 2nd Floor Commission Room
2700 Port Lansing Road
Lansing, Michigan
MINUTES

****Frequently Used Acronyms Attached**

Members Present:

Bill McEntee, CRA – Chair
Jonathan Start, MTPA/KATS
Dave Wresinski, MDOT, Vice Chair

Bob Slattery, MML, via Telephone
Jennifer Tubbs, MTA, via Telephone

Support Staff Present:

Roger Belknap, MDOT, via Telephone
Tim Colling, MTU, via Telephone
Dave Jennett, MDOT
Gloria Strong, MDOT

Gil Chesbro, MDOT
Cheryl Granger, DTMB/CSS
Polly Kent, MDOT

Members Absent:

Rob Surber, DTMB/CSS

Public Present:

None

1. Welcome – Call-to-Order – Introductions:

The meeting was called-to-order at 1:04 p.m.

2. Public Comments on Non-Agenda Items:

None

3. Consent Agenda:

3.1. – Approval of February 28, 2018 Data Committee Meeting Minutes - Action Item (Attachment 1)

J. Start made a motion to approve the February 28, 2018, meeting minutes; D. Wresinski seconded the motion. The motion was approved by all members present with one minor change.

3.2. – TAMC Budget Update (Attachment 2)

An updated financial report was reviewed and briefly discussed.

4. Review and Discussion Items:

4.1. – 2017 Pavement Surface Evaluation and Rating (PASER) Reporting and Analysis – G. Chesbro

G. Chesbro gave a brief presentation showing the updated PASER data analysis. He made the data as concise as possible and has removed some of the graphics that were used in the past annual reports. National Functional Classification data was also provided. MDOT Graphics Design will assist with the formatting of the charts. He plans to use a new graphic for the condition forecasting document. He also added in verbiage stating any changes in the funding will affect the forecast. G. Chesbro removed the “Cycle of Life” graphic from his report because he felt it was too complicated for people to understand. However, the Data Committee members felt that it was not too complicated and liked the graphic, so he will place it back in the

document and try to change the coloring to make it easier to understand. G. Chesbro would like any feedback from the committee no later than April 3, 2018.

Action Item: Data Committee members must review the data analysis document and provide any comments to G. Chesbro by April 3, 2018.

4.2. – Status of 2017 Annual Report – R. Belknap/D. Jennett/P. Kent

The full annual report draft will be available by next week for Council and committee members' review and comments. The final draft will be completed by April 11, 2018. Support staff have removed the 2015 IRT data from the report. The TAMC Website will be referenced as much as possible throughout the report. Charlie Jarvis, MDOT Graphics Design artist, will be assembling the different documents into the annual report format. J. Johnson will use 4-5 PowerPoint slides and give a brief presentation regarding the annual report and TAMC updates to the State Transportation Commission on April 19, 2018. The annual report must be finalized and ready for distribution by May 2, 2018.

4.3. – Problem Statements for Request for Proposals on Investment Reporting and Condition Data – B. McEntee (Attachment 3)

A copy of the draft problem statement, Comparison of IRT Data with Pavement and Bridge Condition Outcomes, created by support staff was shared and reviewed with the committee. This is a draft statement for a Request for Proposals (RFP) for a consultant to do analysis of IRT data compared to condition outcomes. After some discussion, it was agreed that B. McEntee, committee members, and support staff will revise the draft. This proposal is not currently budgeted or planned for and if this moves forward, a budget adjustment request may be needed.

Munetrix has sent an email request to R. Belknap requesting TAMC data. The Data Committee has asked R. Belknap to ask for a formal request from Munetrix. R. Belknap will bring the request to the full Council once received for their review and approval. TAMC will not release the data until after the release of the TAMC annual report.

Action Item: TAMC support staff will work with B. McEntee to revise the draft problem statement.

Action Item: R. Belknap will ask Munetrix to send a formal request for the TAMC data that they need. He will then take the formal request to full TAMC for their review and approval.

4.4. – Michigan Tech University-Center for Technology and Training – T. Colling

MTU has completed half (5 of the 10) of their PASER trainings. The next training is in two weeks. The final session will be a full day session in West Branch. All Inventory Based Rating trainings for the year are done. On Monday, April 2, 2018, the new laptop version of Roadsoft for TAMC data collection will be released.

4.5. – Act 51 Reporting and the IRT

4.5.1. – Investment Reporting and Act 51 Compliance – R. Belknap (Attachment 4)

R. Belknap reviewed a copy of the updated summary statistics – TAMC Investment Reporting Compliance Report as of March 23, 2018. County information is not due until May 1, 2018; 11 agencies are currently approved. A lot of cities are reporting for FY 2017; 12 were approved today. The 2016 reports show small changes but nothing new. Forty (40) of the agencies have not been approved due to their IRT status not updated. The majority of the 40 agencies are small agencies and their payments are not very big. The mileage for these 40 agencies are less than 1%; a very insignificant amount.

4.5.2. – IRT Project Data; Out of Range Errors – B. McEntee (Attachment 5)

The Village of Kent City was provided as an example for a TAMC road report showing errors in submitted data. B. McEntee did a review of the entries and from his initial review there are only three agencies that need corrections – City of Hamtramck, Village of Kent City, and Mason County. The miles manually entered by the users does not match up with the size of their system. Data Committee suggests that the agencies be contacted by support staff and made aware of the problem and inform them of how they must correctly enter the data, then CSS support staff will make the changes based upon the information verified from the agency. CSS will document that they contacted the agency and they are aware of the changes being made. TAMC may need to come up with a routine to run quarterly reports and compare their financials in ADARS to what is in the IRT.

Action Item: CSS support staff will contact the local agencies with significant data errors and make the changes needed to their data.

4.5.3. – IRT-ADARS Software Updates – C. Granger

The new release will be out next week, April 2, 2018. CSS will do a quality check on the data. There was a lot of verification work already done and communications with MTU for corrections. The user will be able to see the status of the PASER data and a super user will be able to feed it into the system.

4.5.4. – CSS Training Update – J. Ross

CSS will hold an IRT training in Marquette on April 2, 2018. The Helpdesk calls have significantly decreased meaning the trainings are working.

4.6. – Website Update – C. Granger

Nothing major to report; only minor updates have been done. CSS recently updated the May 22, 2018 TAMC Annual Spring Conference information.

4.7. – Dashboard Redesign/Update – C. Granger/J. Ross

CSS is currently working on improving the technology in the dashboards to make it more mobile friendly and more responsive. The current process of obtaining files from various agencies, putting the information into the correct format, and then loading and making viewable in the dashboard is very time consuming and tedious. CSS will use data from the new database and post to a dashboard that CSS develops in-house. CSS has the developers looking at the different agency data and they will meet with them on Friday to discuss how they will proceed and timelines. C. Granger did a requirements document, which they have made some preliminary progress on, and by end of this week they will have more details on how they will proceed. They plan to code and test in late May/early June and go into production in June. They will be using the same data that is already available. The ongoing maintenance cost will go down. The funding to do this is already in the CSS budget.

4.8. – Update on Asset Management Culvert Pilot Project – B. McEntee

B. McEntee gave a brief update on the Culvert Pilot Project discussions that occurred at the March 22, 2018 Bridge Committee meeting. \$1.5 million will go to agencies to go out and collect culvert data in their regions. A laptop camera or GPS, laser measuring device will be used for the data collection. MTU is putting together the Roadsoft training, which will probably happen in April. The request to the agencies will go out before the April 11, 2018, full Council meeting and hopefully, we will know which agencies have agreed to participate by then. TAMC is reserving some of the \$2M money for CSS, MTU, and the regions for data analysis, training and other costs. MTU stated that it is in their new work plan to get

a phone application so that agencies who are out installing a culvert can dial in and report that they have installed a new culvert at a certain location. The data elements that were agreed upon at the bridge committee were approved. The data that will be collected will be enough to do a cost estimate. It may be that some of the agencies that volunteered may change their minds after getting the additional details on what is involved. Per D. Wresinski, MDOT is thinking about extracting culvert data from design plans and updating their system. This is for when they are adding or modifying data. This may be an element for the TAMS system. This may be something TAMC may be interested in in the future.

4.9. – 2018 TAMC Strategic Planning Session – R. Belknap

The TAMC Strategic Planning Workshop has been scheduled for June 6, 2018, at the Horatio Earle Learning Center. MDOT Performance Excellence Section will moderate the workshop.

5. Public Comments:

None

6. Member Comments:

None

7. Adjournment:

D. Wresinski made a motion to adjourn the meeting; J. Tubbs seconded the motion. The motion was approved by all members present. The meeting adjourned at 2:30 p.m.. The next meeting will be held April 25, 2018, at 1:00 p.m., MDOT Aeronautics Building, 2nd Floor Commission Conference Room, 2700 Port Lansing Road, Lansing.

TAMC FREQUENTLY USED ACRONYMS:	
AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CPM	CAPITAL PREVENTATIVE MAINTENANCE
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
ESC	EXTENDED SERVICE LIFE
FAST	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS

LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM
MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

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